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MONTANA DEPARTMENT OF HEALTH AND ENVIRONMENTAL SCIENCES

DIRECTORY OF PROGRAMS AND SERVICES

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MONTANA DEPARTMENT OF HEALTH AND ENVIRONMENTAL SCIENCES
Cogswell Building
Helena, MT 59620

TELEPHONE DIRECTORY

DIRECTOR'S OFFICE

Director	Room C108	444-2544
Deputy Director	Room C108	444-2544
Administrative Officer	Room C108	444-2544
Personnel Unit	Room C108	444-2544
Legal Unit	Room C216	444-2630

HEALTH SERVICES DIVISION

Division Administrator	Room C202	444-4473
Health Planning Program	Room C317	444-3121
End Stage Renal Disease Program	Room C317	444-3121
Dental Program	Room C317	444-3121
Emergency Medical Services Bureau	Room C204	444-3895
Poison Control hotline		1-800-525-5042
Licensing, Certification and Construction Bureau	Room C211	444-2037
Licensing & Home Health hotline		1-800-762-4618
Billings Office		245-3085
Family/Maternal and Child Health Bureau	Room C314	444-4740
Handicapped Children's Services	Room C314	444-3622
Handicapped Children's hotline		1-800-762-9891
Family Planning	Room C317	444-3609
Montana Perinatal Program	Room C314	444-2660
WIC	Room C314	444-4746
Child Nutrition Program	Room C314	444-2674
Preventive Health Services Bureau	Room C317	444-4748
Chronic Disease Program	Room C314	444-2640
Epidemiology/Communicable Disease Program	Room C303	444-3986
STD/AIDS Program	Room C314	444-3565
AIDS hotline		1-800-233-6668
Immunization Program	Room C303	444-5580

ENVIRONMENTAL SCIENCES DIVISION

Division Administrator	Room A107	444-3948
Air Quality Bureau	Room A116	444-3454
Billings Office		657-2617
Food and Consumer Safety Bureau	Room A104	444-2408
Billings Office		657-2619
Occupational Health Bureau	Room B201	444-3671
Solid and Hazardous Waste Bureau	836 Front St.	444-1430
Superfund Section	616 Helena Ave.	449-4067
Superfund hotline		1-800-648-8465
Waste Management Section	836 Front St.	444-1430
Underground Storage Tank Section	836 Front St.	444-5970
Water Quality Bureau	Room A206	444-2406
Drinking Water/ Subdivision Section	Room A201	444-4549
Municipal Wastewater Assistance Section	Room A206	444-2478
Permits/Ground Water Section	Room A206	444-5329
Ecosystems Management Section	Room A206	444-4643
Technical Studies and Support Section	Room A206	444-2406
Enforcement and Legal Support Section	Room A206	444-2406
Billings Office		657-2616

CENTRALIZED SERVICES DIVISION

Division Administrator	Room C123	444-2442
Support Services Bureau	Room C123	444-2442
Records and Statistics Bureau	Room C118	444-4228
Chemistry Lab Bureau	Room B216	444-2642
Public Health Lab Bureau	Room B132	444-3444

TOLL FREE NUMBERS

Poison Control hotline	1-800-525-5042
AIDS hotline	1-800-233-6668
Superfund hotline	1-800-648-8465
Handicapped Children's hotline	1-800-762-9891
Licensing & Home Health hotline	1-800-762-4618

COUNTY HEALTH SERVICES

BEAVERHEAD

Health Officer 683-6861
401 Barrett
Dillon, MT 59725

Public Health Nurse 683-4771
1260 Atlantic
Dillon, MT 59725

County Sanitarian 683-4868
2 S. Pacific
Dillon, MT 59725

BIG HORN

Health Officer 665-1005
c/o Hardin Clinic
619 West Division
Hardin, MT 59034

Public Health
Department 665-1005
Public Health Nurse
County Sanitarian
809 North Custer
Hardin, MT 59034

BLAINE

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124 13th
Havre, MT 59501

Public Health Nurse 357-2345
Courthouse
P. O. Box 1017
Chinook, MT 59523

County Sanitarian 357-3310
Courthouse, Box 576
Chinook, MT 59523

BROADWATER

Health Officer 266-5204
100 North Oak
Townsend, MT 59644

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P.O. Box 489
Townsend, MT 59644

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6574 Canyon Ferry Road
Helena, MT 59601

CARBON

Health Officer 446-2134
1216 Park Lane
Red Lodge, MT 59068

Public Health Nurse 962-3522
c/o Extension Office
Joliet, MT 59041

County Sanitarian 446-1694
Courthouse Annex
P.O. Box 466
Red Lodge, MT 59068

CARTER

Health Officer 775-8738
Dahl Memorial Clinic
Ekalaka, MT 59324

County Sanitarian 778-3329
Box 667
Baker, MT 59313

CASCADE

City-County Health Department 761-1190
Health Officer
Public Health Nurse
County Sanitarian
1130 17th Avenue South
Great Falls, MT 59405

CHOUTEAU

Health Officer 622-5211
1510 St. Charles
Fort Benton, MT 59442

Public Health Nurse 622-3771
1020 13th Street
P. O. Box 459
Fort Benton, MT 59442

County Sanitarian 456-3217
512 East Main
Cut Bank, MT 59427

CUSTER

Health Officer 232-0790
2200 Box Elder
Miles City, MT 59301

County Health Department 232-7800
Public Health Nurse
County Sanitarian
1010 Main
Miles City, MT 59301

DANIELS

Health Officer 487-5000
P.O. Box 950
Scobey, MT 59263

County Sanitarian 765-3310
Courthouse
Plentywood, MT 59254

DAWSON

Health Officer 365-8228
107 Dilworth
Glendive, MT 59330

County Health Department
Public Health Nurse 365-5213
County Sanitarian 365-5772
207 West Bell
Glendive, MT 59330

DEER LODGE

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305 West Penn Avenue
Anaconda, MT 59711

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115 West Commercial St.
Anaconda, MT 59711

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800 South Main Street
3rd Floor
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FALLON

Health Officer 778-2833
P.O. Box 1119
Baker, MT 59313

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10 West Fallon
P.O. Box 478
Baker, MT 59313

County Sanitarian 778-3558
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Baker, MT 59313

FERGUS

County Health Department 538-7466
Health Officer
County Sanitarian
404 4th Avenue South
Lewistown, MT 59457

Public Health Nurse 538-7433
712 West Main
Courthouse
Lewistown, MT 59457

FLATHEAD

City-County Health Department 756-5633
Health Officer
Public Health Nurse
County Sanitarian
723 5th Avenue East
Kalispell, MT 59901

GALLATIN

County Health Department 585-1445
Health Officer
Public Health Nurse
Room 103, Courthouse
Bozeman, MT 59715

County Sanitarian 585-1460
Courthouse, Room 3
Bozeman, MT 59715

GARFIELD

County Health Department 557-2500
Health Officer
Public Health Nurse
P.O. Box 389
Jordan, MT 59337

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524 North Crow Avenue
Hardin, MT 59034

GLACIER

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706 2nd Street, SE
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County Sanitarian 873-4362
512 East Main
Cut Bank, MT 59427

GOLDEN VALLEY

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Health Officer 859-3922
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HILL

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P.O. Box 41
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JUDITH BASIN

County Health
Department 538-7466
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404 4th Avenue South
Lewistown, MT 59457

LAKE

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Health Officer
Public Health Nurse
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Polson, MT 59860

LEWIS AND CLARK

City-County Health
Department 447-8357
Health Officer
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316 North Park
P.O. Box 1723
Helena, MT 59624

LIBERTY

Health Officer 759-5194
P.O. Box 506
Chester, MT 59522

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P.O. Box 118
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512 East Main
Cut Bank, MT 59427

LINCOLN

Health Officer 293-8756
308 Louisiana
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Department 293-7781
Public Health Nurse
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418 Mineral Avenue
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Virginia City, MT 59755

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Department 485-2444
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County Sanitarian 822-4632
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Department 523-4770
Health Officer
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301 West Alder Street
Missoula, MT 59802

MUSSELSHELL

County Health
Department 538-7466
Health Officer
County Sanitarian
404 4th Avenue South
Lewistown, MT 59457

PARK

County Health
Department 222-6120
Public Health Nurse
County Sanitarian
414 East Callender
Livingston, MT 59047

PETROLEUM

County Health
Department 538-7466
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Lewistown, MT 59457

PHILLIPS

Health Officer 654-2710
P.O. Box MM
Malta, MT 59538

Public Health Nurse 654-2521
P. O. Box 309
Malta, MT 59538

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Valley County Courthouse
Glasgow, MT 59230

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Public Health Nurse 278-3247
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Conrad, MT 59425

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Miles City, MT 59301

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Box 5018
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County Sanitarian 363-6206
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RICHLAND

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Public Health Nurse
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Health Officer 653-2150
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Wolf Point, MT 59201

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Wolf Point, MT 59201

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Plentywood, MT 59254

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Forsyth, MT 59327

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Plentywood, MT 59254

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  Health Officer
  Public Health Nurse
  County Sanitarian
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Butte, MT 59701

STILLWATER

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Columbus, MT 59019

County Sanitarian 322-5237
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Columbus, MT 59019

SWEET GRASS

Health Officer 932-5920
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Big Timber, MT 59011

Public Health Nurse 932-4739
309 East 9th
Big Timber, MT 59011

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P.O. Box 460
Big Timber, MT 59011

TETON

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Choteau, MT 59422

Public Health Nurse 466-2562
Medical Facilities Building
Choteau, MT 59422

County Sanitarian 278-3247
809 Sunset Boulevard
Conrad, MT 59425

TOOLE

Health Officer 434-5107
925 Oilfield Avenue
Shelby, MT 59474

County Health
Department
Public Health Nurse 434-5372
County Sanitarian 434-5032
Courthouse
226 1st Street South
Shelby, MT 59474

TREASURE

Public Health Nurse 342-5853
P.O. Box 504
Hysham, MT 59038

County Sanitarian 665-1156
524 North Crow Avenue
Hardin, MT 59034

VALLEY

Health Officer 228-4391
Glasgow Clinic
Glasgow, MT 59230

County Health
Department 228-8221
Public Health Nurse
County Sanitarian
Courthouse Annex
Glasgow, MT 59230

WHEATLAND

County Health
Department 538-7466
Health Officer
County Sanitarian
404 4th Avenue South
Lewistown, MT 59457

WIBAUX

Health Officer 365-3447
421 North Meade Avenue
Glendive, MT 59353

Public Health Nurse 795-2434
Courthouse
Box 117
Wibaux, MT 59353

County Sanitarian 365-5772
207 West Bell
Glendive, MT 59330

YELLOWSTONE

City-County Health
Department 256-2757
Health Officer
Public Health Nurse
County Sanitarian
P.O. Box 35033
Billings, MT 59107

INDIAN & TRIBAL HEALTH SERVICES

BLACKFEET RESERVATION

Indian Health Service 338-6100
PHS Indian Hospital
Browning, MT 59417

Tribal Health Department 338-6326
P.O. Box 866
Browning, MT 59417

CROW AGENCY RESERVATION

Indian Health Service 638-2626
PHS Indian Hospital
Crow Agency, MT 59022

PHS Indian Health Center 639-2317
Lodge Grass, MT 59050

Tribal Health Department 638-2601
P.O. Box 159
Crow Agency, MT 59022

FLATHEAD RESERVATION

Indian Health Service 745-2411
PHS Indian Health Center
St. Ignatius, MT 59865

Tribal Health Department 745-3525
P.O. Box 358
St. Ignatius, MT 59865

FORT PECK RESERVATION

Indian Health Service 768-3491
PHS Indian Health Center
Poplar, MT 59255

Tribal Health Department 768-5301
P.O. Box 1027
Poplar, MT 59255

FORT BELKNAP RESERVATION

Indian Health Service 353-2651
PHS Indian Hospital
RR 1, Box 103
Harlem, MT 59526

Tribal Health
Department 353-2207
RR 1, Box 66
Harlem, MT 59526

NO. CHEYENNE RESERVATION

Indian Health Service 477-6202
PHS Indian Health Center
Lame Deer, MT 59043

Tribal Health
Department 477-6722
P.O. Box 128
Lame Deer, MT 59043

ROCKY BOY RESERVATION

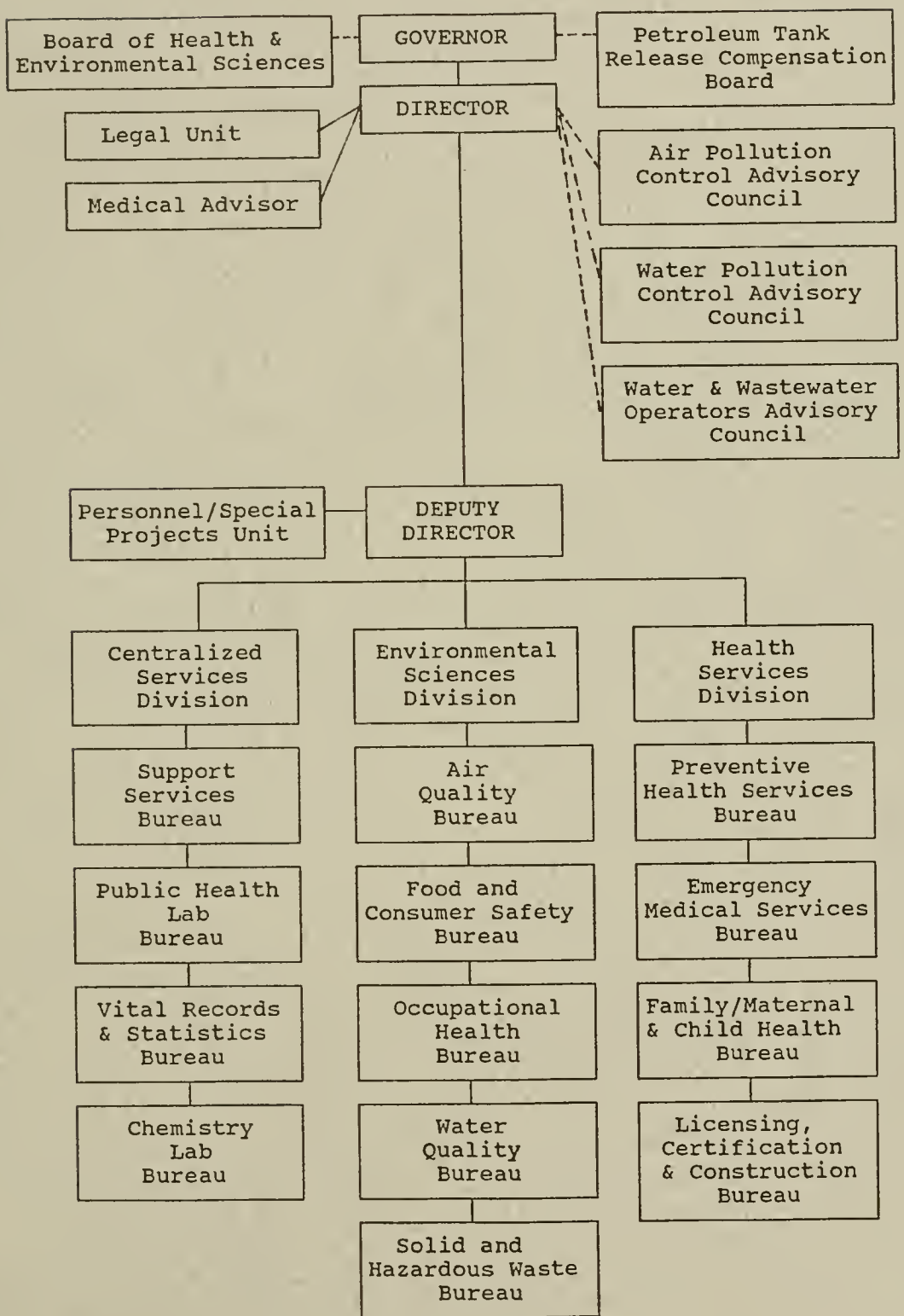
Indian Health Service 395-4486
PHS Indian Health Center
Box Elder, MT 59521

Tribal Health
Department 395-4395
Rocky Boy Route, Box 664
Box Elder, MT 59521

INDIAN HEALTH SERVICE

Billings Area Office 657-6951
711 Central Avenue
Billings, MT 59102

DEPARTMENT OF HEALTH AND ENVIRONMENTAL SCIENCES



MONTANA DEPARTMENT OF HEALTH AND ENVIRONMENTAL SCIENCES

Cogswell Building, Helena, MT, 59620

The Montana Department of Health and Environmental Sciences (DHES) was created by the Executive Reorganization Act of 1971. Previous to that creation, policy-making functions for health-related issues was carried out by the Montana Board of Health. The board, now known as the Montana Board of Health and Environmental Sciences (MBHES), retains the ability to adopt rules, regulations and standards.

The primary mission of the DHES is to protect, promote and enhance public health and environmental quality for the benefit of all Montana citizens. In doing so, the department is charged with implementing beneficial public health programs and enforcing public health laws and regulations. The department cooperates with public and private organizations to determine Montana's health care needs and to develop programs to meet those needs.

Department activities are carried out at the statewide level and through local health programs. Those activities include a variety of administrative and regulatory functions including: approval of construction or purchase of certain medical facilities; inspection and certification of public health care facilities; inspection and regulation of hazardous materials in the environment; and administration of a number of federally funded health services designed to prevent or decrease the incidence of health-related problems and to prevent deterioration of pre-existing health-related disorders. However, the department does not regulate, control or supervise local health services. Some services provided by counties on behalf of the state are reimbursed by the department.

Department activities are financed through a variety of funding sources. Federal grants and cooperative agreements account for the department's primary funding. The remainder of department funding is through state general funds, special revenues and proprietary funds.

The DHES is provided for in Section 2-15-2101, Montana Codes Annotated (MCA), and its general power and duties are specified in Section 50-1-202, MCA. Its services are carried out through three divisions: Health Services, Environmental Sciences and Centralized Services. A regional office in Billings serves department needs in eastern Montana.

OFFICE OF THE DIRECTOR

Cogswell Building, Room C108, Phone: 444-2544

The Office of the Director provides overall management, administration, program support and policy development for the department. The office includes the director, deputy director, a medical/dental advisor, an administrative officer, a contracts officer, two personnel staff, a payroll clerk, an administrative secretary, a hearings reporter and a legal services unit with 12 lawyers and two support staff.

The director is appointed by the governor and is confirmed by the Montana Senate. The director develops policy and provides advice to the governor with respect to health and environmental issues. Additionally, the director carries out policy developed with the governor and ensures provisions of relevant statutes are implemented.

The Office of the Director, including the legal unit, is funded with state general funds, allocations of indirect assessments, or internal reallocation of funds authorized by the Montana Legislature.

MONTANA BOARD OF HEALTH AND ENVIRONMENTAL SCIENCES

The MBHES was established by the Executive Reorganization Act of 1971. The seven member board serves as a quasi-judicial body that can accept or reject the issuance of certain licenses, permits, variances and exceptions to rules and regulations. The MBHES is also authorized to adopt rules, regulations and

standards for relevant public health issues and is provided for in Section 2-15-2104, MCA.

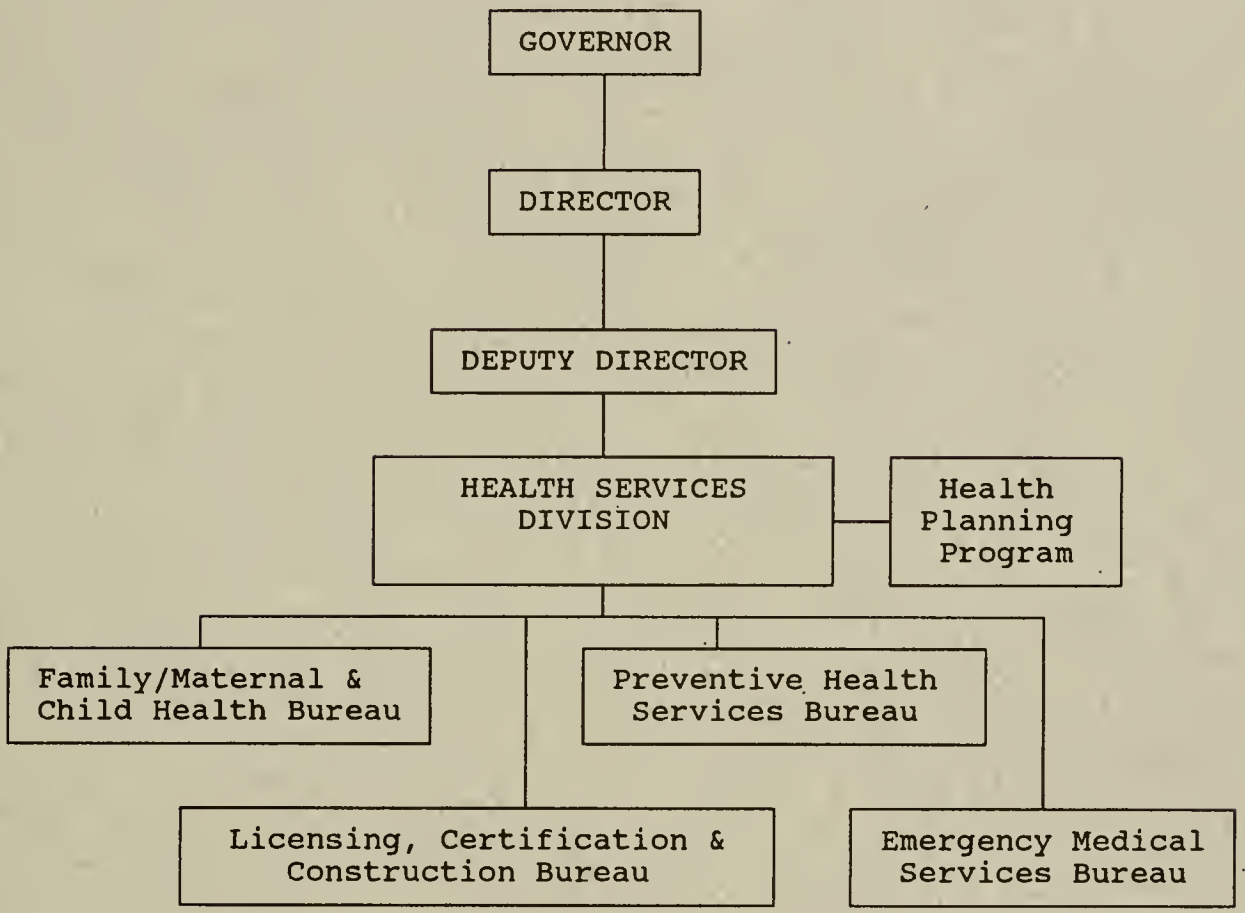
The two primary duties of the board, as defined in 50-1-301, MCA, are to advise the department in public health matters, and to hold hearings and take testimony in matters relating to the duties of the board.

The four subject areas that demand the greatest amount of board members' energy and time are: air pollution, water pollution, solid and hazardous waste and occupational health. The MBHES adopts rules, issues orders, holds hearings and takes official action on classifications, applications, standards and regulations in each of the subject areas. Also, the MBHES has general supervision over public waters, regulation of radioactive materials and the use of radiation.

In several chapters of Title 75, MCA, the MBHES is responsible for adopting, amending and repealing rules for the administration, implementation and enforcement of laws that deal with environmental protection and public health.

The director of the Department of Health and Environmental Sciences serves as secretary to the MBHES. Serving in this capacity, the director provides information to board members regarding department activities. All seven board members are appointed by the governor consistent with 2-15-2104, MCA. The board's operational budget is from the state general fund.

HEALTH SERVICES DIVISION



HEALTH SERVICES DIVISION

Cogswell Building, Room C202, Phone: 444-4473

The Health Services Division (HSD) is responsible for improving and preserving the health of Montana residents through a variety of services, education and activities.

A division administrator directs overall operations of the HSD. The administrator develops and communicates division policy; directs the management of HSD resources; and serves as an advisor in formulating and implementing department policy.

Serving as a coordinator of department health services to local areas, the administrator represents local health agency concerns to the DHES. An assistant administrator and an administrative secretary aid in discharging the functions of the administrator's office.

The Division consists of the Emergency Medical Services Bureau (EMSB); Licensing, Certification and Construction Bureau (LCCB); Family/Maternal and Child Health Bureau (F/MCHB); and Preventive Health Services Bureau (PHSB). The division also administers the Health Planning, End Stage Renal Disease and Dental programs.

Primary funding sources of HSD bureaus and programs are the federal Maternal and Child Health (MCH) Block Grant, Preventive Health and Health Services (PHHS) Block Grant, grants from the United States Department of Agriculture (USDA), state general fund and state special revenue funds. Some programs generate revenue through licenses, fees and certificates. Those funds are used for operational costs or revert to the state general fund.

Health Planning Program

Cogswell Building, Room C317, Phone: 444-3121

The assistant division administrator of the Health Services Division manages the Health Planning Program, which administers the Certificate of Need Program for medical facilities, produces a state health plan, and accumulates and disseminates statewide health facility data.

The Certificate of Need Program determines the appropriateness and necessity of medical facility construction or expansion in Montana. The program is authorized in 50-5-301, MCA, and is subject to provisions of the Administrative Rules of Montana (ARM) 16.32.101 through 142. Certificate of Need laws and rules are administered in accordance with criteria contained in the State Health Plan.

The State Health Plan, which specifies relative need for new health facility projects, is published every three years. Relevant health facility information is updated annually. The Montana Board of Health and Environmental Sciences acts as an advisory body to the Health Planning Program in the preparation of the State Health Plan.

Other elements of program activities are to aid communities with respect to rural health issues and health care manpower shortages. Program staff assist facilities that participate in the Hill-Burton Program in uncompensated care monitoring, and are often asked to provide information and technical consultation to health care providers on a variety of issues.

In addition to the assistant division administrator, the program staff includes an administrative officer, a health care needs analyst and one support staff. The majority of the program operates on state general funds, but a portion of its funding is offset through Certificate of Need application fees.

End Stage Renal Disease Program

Cogswell Building, Room C317, Phone: 444-3121

The End Stage Renal Disease Program (ESRD) assists Montanans who have chronic end stage renal disease verified by a nephrologist. ESRD is funded with state general funds. The money is disbursed to eligible applicants or their health care providers, to assist in paying for necessary medical care. Staffing is provided by the Health Planning Program.

Funding for this program was deleted from the DHES budget in the January 1992 Special Session of the Legislature.

Dental Program

Cogswell Building, Room C317, Phone: 444-3121

The Dental Program's primary goals are to improve dental health and reduce dental decay in Montana.

Upon request, the program will provide any Montana school with fluoride rinse and the equipment needed to administer it to each student once a week for an entire school year. Toothbrushes and brochures on dental health topics are also available to schools, local health departments and day care centers for use in dental education programs.

The Dental Program is supported by the state general fund and is staffed by the Health Planning Program.

EMERGENCY MEDICAL SERVICES BUREAU

Cogswell Building, Room C204, Phone: 444-3895

The Emergency Medical Services Bureau (EMSB) activities include: administration of the emergency medical services (EMS) licensing program for air ambulances, ground ambulances and non-transporting medical units (50-6-301, MCA; ARM 16.30.101); administration of the emergency medical technician (EMT) and first responder examination and certification programs (50-6-201, MCA); training of persons who manage EMT and first responder training programs at the local level; administration and funding of the Montana poison control system; implementation of a state EMS plan; and trauma system development. The bureau is authorized in 50-6-101, MCA.

Additionally, the EMSB conducts other educational and training programs for professionals in the EMS field and related disciplines. Participants are offered technical assistance, training manuals and handbooks, and on-site assistance. Many law enforcement officials, fire fighters and other public safety personnel who participate in the emergency medical training program are subsequently trained and certified for Montana's first responder program. All EMTs are certified by the Montana Board of Medical Examiners.

An advanced trauma life support program for physicians, physician assistants and nurses is coordinated through the EMSB. Also, EMSB manages the Montana poison control system that allows for public access to information, and public and professional education on poison-related issues. In case of a poison-related emergency, the toll free number is 1-800-525-5042.

Recent legislation provides for a "peer review" committee to assist the department and the Montana Board of Health and Environmental Sciences with review of complaints and requests for waivers from EMS licensing rules. Additional advice is obtained from a variety of sources, including the Montana Medical Association's Committee on Emergency Medical Services, the Montana Committee on Trauma of the American College of Surgeons and the Montana Emergency Medical Services Association.

The EMSB is staffed with a bureau chief, five emergency program professionals and three administrative support staff. Questions on training programs, EMS policies, licensing and certification, public information, poison control and trauma system development are commonly referred to the bureau. The bureau is funded with a mixture of general funds, state special revenue funds and PHHS Block Grant funds. Special revenue funds consist of fees collected for EMT training and testing.

LICENSING, CERTIFICATION AND CONSTRUCTION BUREAU

Cogswell Building, Room C211, 444-2037

The Licensing, Certification and Construction Bureau (LCCB) is responsible for monitoring the operation, maintenance and design of various health care facilities and related facilities and services. Hospitals, medical assistance facilities, nursing homes, home health agencies, medical laboratories, outpatient physical or speech therapy facilities, renal dialysis units, ambulatory surgical centers, mental health and treatment facilities for the developmentally disabled, hospice care, swing beds and chemical dependency treatment facilities are all under the monitoring jurisdiction of the bureau.

The LCCB has legal authority to issue licenses, grant Medicaid certification and recommend Medicare certification for facilities and services that meet regulations. It has the legal responsibility to promulgate and revise licensing regulations, to investigate and act upon citizens' complaints and to revoke the license or certification of any facility or service which falls below minimum standards and jeopardizes the health or safety of Montanans. General licensing requirements are found in 50-5-201, MCA and ARM 16.32. Frequently, bureau personnel respond to public inquiries regarding licensing and construction standards and related issues.

In order to carry out licensing and certification activities, the bureau's 37 full-time staff located in Helena and 10 staff located in the Billings satellite office, conduct initial and annual surveys of Montana's health care providers to ensure they are in compliance with legal and administrative rules and regulations. The LCCB operates under a bureau chief, eight surveyor supervisors, two construction consultants, two fire life safety specialists, an information specialist, five administrative support staff and 29 health care facility surveyors. The bureau is funded with Medicaid and Medicare funds and from the state general fund.

FAMILY/MATERNAL AND CHILD HEALTH BUREAU

Cogswell Building, Room C314, Phone: 444-4740

The Family/Maternal and Child Health Bureau (F/MCHB) maintains administrative responsibility for the following: Child Nutrition Program - Child and Adult Care Food Program; Family Planning Program; Handicapped Children's Services; Women, Infants, and Children Supplemental Food Program (WIC); the Montana Perinatal Program; the MCH Aid to Counties Program; and contractual arrangements for services supportive of Montana's maternal and child health efforts, including the Montana Pregnancy Riskline.

F/MCHB administration includes a bureau chief, a public health nurse consultant and an administrative assistant. The bureau is funded through the MCH Block Grant (Title V), United States Department of Agriculture (USDA), federal Title X monies and receives some state general funds.

The MCH Block Grant's mission is "to improve the health of all mothers and children, consistent with health status goals and national health objectives established under the Public Health Service Act for the Year 2000."

MCH Block Grant funds are allocated to states to:

> (A) Provide and assure mothers and children (particularly those from low income families or with limited access to health services) access to quality maternal and child health services;
>
> (B) Reduce infant mortality; reduce the incidence of preventable diseases and handicapping conditions among children; reduce the need for inpatient and long-term care services; increase the number of children (especially preschool children) appropriately immunized against disease; increase the number of children from low income families who receive health assessments and follow-up diagnostic and treatment services; promote the health of children by providing preventive and primary care services; and otherwise promote the health of mothers and infants by providing

delivery and postpartum care for low income, at-risk pregnant women;

(C) Provide rehabilitation services for blind and disabled individuals under the age of 16 receiving benefits under Title XVI of the Social Security Act, when medical assistance for such services is not provided through Medicaid; and

(D) Provide and promote family-centered, community-based, coordinated care for children with special health care needs and their families.

MCH Block Grant funds are distributed to counties (Aid to Counties Program) to provide health services mainly to mothers or children from low income families. The funds are allocated on a formula basis which includes the total county population; the number of women in the county that are of child-bearing age (15 - 44); and the number of children in the county. For every $4 in federal grant funds spent, counties are required to identify an additional $3 which are spent for maternal and child health services within the county.

The Montana Medical Genetics Program is authorized as part of the F/MCHB, but is operated outside the department. General fund dollars are allocated to the department for the program. The DHES currently has a contract with Shodair Hospital in Helena to administer the program, which is primarily concerned with reducing the effects of inherited diseases. Counseling, testing, consultation and education are the central services offered. Field clinics are conducted throughout the state.

The Pregnancy Riskline [1-800-521-BABY (521-2229)] is operated by the F/MCHB in cooperation with the Utah Health Department, the University of Utah and the Montana Coalition of Healthy Mothers, Healthy Babies. This hotline service provides information, education and counseling for health professionals and consumers about teratogenic (drug, environmental or infection) exposures during pregnancy.

Handicapped Children's Services
Cogswell Building, Room C314, Phone: 444-3622

Handicapped Children's Services (HCS) is concerned with the early detection, diagnosis, rehabilitation and prevention of physically handicapping conditions in children with special health care needs from birth to age 18. Services are provided to children who meet income guidelines currently set at 185 percent of the poverty level, as determined by the federal government. Eligibility for the program is determined by the severity of the handicapping condition, gross family income, family size and availability of alternative sources of payment.
For those who are eligible, HCS will pay for evaluation and diagnostic services arranged through private providers, regional centers and clinics. In addition, HCS will pay for approved surgery and related hospitalization, special medications and infant formulas, genetic evaluations, braces and other therapies. The emergency medical transport of newborn infants and their mothers can also be covered.

HCS contracts with physicians who are specialists to provide clinics for children who might otherwise go out of state to receive care, or go without the needed care. Clinics in Helena, Butte, Bozeman, Great Falls, Missoula, Kalispell, Miles City and Billings are provided for Montana children with heart and cleft/craniofacial conditions. Funds are provided to help support a regional handicapped children's center in Billings. HCS also provides clinics for children with neurological problems, juvenile rheumatoid arthritis and related diseases.

While payment of medical bills is an important segment of program activities, HCS staff also assists families to secure insurance payments. HCS makes referrals to local public and tribal health nurses and to other available services and will often work with out-of-state providers to locate necessary care which is not available in Montana. HCS seeks to ensure that care of children participating in the program is planned and coordinated so the most effective medical care and rehabilitation is provided.

HCS is funded by the MCH Block Grant. In addition to the program supervisor, staff include a public health nurse and two support personnel. HCS receives

program guidance from the HCS Advisory Committee which is made up of health care providers and consumers.

Family Planning Program
Cogswell Building, Room C317, Phone: 444-3609

The Family Planning Program provides family planning services through 14 local agencies to women ages 15 to 44, with priority given to low income women. Information, education, counseling and basic reproductive health care services are available for the reduction of unplanned pregnancies. Family planning services aid in reducing the incidence of premature births, low birth weight, birth defects and abortions.

Complementary to its role in preventive health planning, the program also offers diagnosis or referral for general health problems that can affect future pregnancy, fetal development and maternal health. Eleven of the 14 family planning clinics serve as STD clinics, providing services to reduce the spread of sexually transmitted diseases.

The Family Planning Program is funded with federal Title X, PHHS Block Grant and MCH Block Grant funds. In addition, some state general fund support is received. Federal grants that fund local agencies are administered through the DHES Family Planning Program, therefore requiring periodic evaluation of local agencies to ensure compliance with federal guidelines.

Local programs are responsible for limited community-based education activities. The Family Planning Program makes available training and education for local agency staff. Also, the program publishes a program fact sheet and maintains a resource library with materials available on loan. Inquiries regarding family planning services can either be directed to local family planning agencies or to the DHES program.

The Program is staffed with a supervisor, three program professionals and one

staff support person. The Family Planning Medical Advisory Committee, which is made up of health care providers, gives guidance to the program.

Montana Perinatal Program
Cogswell Building, Room C314, 444-2660

The Montana Perinatal Program (MPP) is dedicated to the improvement of pregnancy in Montana. The MPP promotes efforts to reduce mortality, morbidity and disability during the perinatal period. The perinatal period begins before conception and continues through the first 28 days of an infant's life.

A main focus of the program is Montana's Initiative for the Abatement of Mortality in Infants, the MIAMI Project. The MIAMI Project was mandated by the 1989 Montana Legislature to: ensure that mothers and children receive access to quality maternal and child health services; reduce infant mortality; reduce the incidence of low birth weight; and reduce the incidence of children born with chronic illnesses, birth defects, or severe disabilities due to inadequate prenatal care. The MIAMI Project components include public education, low birth weight prevention, infant mortality review and Medicaid changes.

The public education component of the MIAMI Project is a campaign called Baby Your Baby, designed to educate women about the importance of early and continuous prenatal care. Baby Your Baby is funded through a partnership involving corporations, government and community-based organizations, and is implemented through a contract with the Montana Coalition of Healthy Mothers, Healthy Babies.

Low birth weight prevention projects (local MIAMI projects) are located in nine Montana counties and provide coordinated care for at-risk pregnant women.

Infant mortality review is a community-directed effort to identify the reasons why some of Montana's babies die and strategies that can improve the outcome of pregnancies.

The MIAMI Project has supported and collaborated with the Department of Social and Rehabilitation Services (SRS) to make changes in Medicaid that promote access to prenatal care for eligible women.

The program provides Montana's health care professionals with educational seminars and workshops that target problems associated with this period. A lending library of resource materials, as well as informational pamphlets published by the program, are provided free of charge to professionals and the public. Program development, consultation and technical assistance are available to other state and local agencies.

The staff of the Montana Perinatal Program consists of a program manager, a nurse consultant and an administrative assistant. The program is funded with MCH Block Grant funds and state general funds. The general powers and duties of the F/MCHB with respect to the Montana Perinatal Program are found in 50-1-202, MCA.

Women, Infants and Children
Cogswell Building, Room C314, Phone: 444-4746

The Special Supplemental Food Program for Women, Infants and Children (WIC) serves low income, pregnant and breastfeeding women, women who have recently given birth, and infants and children up to age five who are at health risk. WIC provides nutrition screening, education and counseling to improve eating behavior; selected foods to supplement diets lacking in nutrients needed during critical times of growth and development; access to health care programs; and prenatal and pediatric care referrals. Additionally, Montana's WIC program proactively promotes breastfeeding through counseling, education and collaboration with health professionals and other groups.

WIC helps improve pregnancy results by provision of, or referral to, support services needed for full-term pregnancies. In turn, infant mortality rates are reduced through decreased numbers of low birth weight babies; and infants and children benefit from having their nutritional needs met during this important

developmental stage. Eligibility, which is based on income, is determined at 185 percent of the federal poverty threshold.

Other benefits of participation in WIC include: nutritional dietary models that can be followed after leaving the program; increased brain growth in infants as a result of healthier diets for pregnant women; and increased intellectual capacity in children. Further, Montana children have experienced a decrease in the rate of anemia as a direct result of participation in the WIC program.

WIC is managed by the USDA under Public Law 95-627, Child Nutrition Act of 1966. Current federal regulations were consolidated September, 1990 (7 CFR 246). The program is funded with a USDA grant, administered by the DHES through state rules (ARM 16.26.101).

WIC publishes a variety of service-related materials and program information. Nutrition education and counseling information can be obtained from any of the 32 local programs that serve 50 counties and seven Indian reservations, or from the DHES WIC office. WIC coordinates its program activities with the Montana Coalition of Healthy Mothers/Healthy Babies, Montana Perinatal Program, Handicapped Children's Services, Montana Immunization Program, Medicaid, Food Stamps, and other private and public health providers.

Additionally, the Helena office staff routinely collect extensive information about nutrition problems for research and analysis by state and local WIC agencies. There are currently nine full time staff in WIC. The program supervisor is supported by two public health nutritionists, two program specialists, and four administrative and support personnel.

Child Nutrition Program - Child and Adult Care Food Program
Cogswell Building, Room C314, Phone: 444-2674

The Child Nutrition Program - Child and Adult Care Food Program provides reimbursement for meals that meet specific nutritional requirements and are served to children enrolled in licensed or approved, nonprofit, nonresidential child

care centers, Head Start programs, child care homes and outside-school-hours programs. Private, for-profit centers that receive compensation under Title XX of the Social Security Act for at least one-fourth of non-resident children receiving care may also qualify for the program. Administrative expenses incurred by local sponsors of day care homes, as a result of participation, may also be reimbursable.

Adult day care centers are also eligible for program participation. These centers must be licensed or approved, public or private nonprofit operations that offer care services to persons 60 years of age or older in an adult day care home setting. Care must be provided on a less than 24-hour-a-day basis. Functionally impaired adults may also qualify if they are less than 60 years of age. Federally defined Proprietary Centers may also participate.

The program is designed to improve the nutritional status of Montanans by enabling Program participants to serve wholesome and nutritious meals and to encourage wise food choices.

Financed by the USDA, the program conforms to federal regulations found in 7 CFR 226. In addition to a program supervisor, the program is staffed by a nutrition consultant and two support personnel.

PREVENTIVE HEALTH SERVICES BUREAU

Cogswell Building, Room C317, Phone: 444-2737

The Preventive Health Services Bureau (PHSB) consists of programs that focus on detecting and controlling a variety of health problems and health risk factors in Montana. In addition, public education and professional consultation are offered through the various programs. Depending on the program or project, financing originates as federal PHHS or MCH Block Grant funds, federal grants of a categorical nature, state general or special revenue funds, or a combination of these sources.

The bureau maintains administrative responsibility for the following programs: Chronic Disease Control and Health Promotion, Epidemiology/Communicable Disease Control, STD/AIDS and Immunization. The Preventive Health and Health Services Block Grant is administered by the PHSB.

Additionally, the PHSB is responsible for the Sexual Assault Prevention Program, which provides federal PHHS Block Grant funds to local rape intervention and education programs. Local law enforcement, social service and health agencies cooperate with non-profit organizations in efforts to prevent rape through public education and awareness, and in counseling and intervention for rape victims. The grant money is awarded by the PHSB via contracts with local agencies.

A bureau chief, with the aid of an administrative assistant, discharge the duties of the PHSB office.

Chronic Disease Control and Health Promotion Program

Cogswell Building, Room C314, Phone: 444-2694

The Chronic Disease Control and Health Promotion Program oversees statewide projects that are designed to combat the major causes of illness, disability and premature death, such as heart disease, cancer, stroke and unintentional injury. Primary activities include education, surveillance, policy development and technical assistance. The program works cooperatively with other public and

private organizations to reduce the costly burden of chronic disease in Montana.

The program focuses on increasing public awareness of lifestyle factors associated with chronic disease, such as tobacco use, level of physical activity and nutrition. Educational efforts are directed toward individuals of all ages to help them understand the control they have over their health. A resource library with books, videos, journals and pamphlets available on loan at no charge, is maintained by the program.

An important factor in planning program activities is the Behavioral Risk Factor Surveillance System. Each month since 1983, 99 Montanans have been surveyed by telephone to determine the prevalence of behaviors which contribute to preventable disease. The survey includes questions on exercise, diet, alcohol and tobacco use, routine medical checkups, safety belt use and blood pressure. When analyzed with mortality and morbidity statistics, this information enables program personnel to develop health promotion and education strategies to meet the needs of Montana's adult population.

The Rocky Mountain Rendezvous, a health promotion conference, is sponsored annually by the Chronic Disease Control and Health Promotion Program. The conference is designed to educate employers, school personnel and interested individuals on personal health, worksite and school health issues.

An advisory committee provides consultation to Chronic Disease Control and Health Promotion Program staff on prioritization, development and implementation of activities. Federally funded through the PHHS Block Grant and a grant from CDC, the program is staffed by a program manager, a health education specialist, a nutrition consultant and an administrative assistant.

Epidemiology/Communicable Disease Program
Cogswell Building, Room C303, Phone: 444-3986

The Epidemiology/Communicable Disease Program is coordinated by the state epidemiologist in the PHSB. Continual surveillance of 70 diseases, syndromes

and categories of disease is maintained through this office. Investigation of cases and outbreaks is performed to prevent the spread of disease. Epidemiologic assistance for diseases and conditions other than communicable ones are also offered.

Rabies prevention and tuberculosis control are top priorities for the program. The Rabies Vaccine Program provides professional advice and vaccine (at cost) to persons exposed to rabies. Tuberculosis control is statutorily defined in 50-17-101, MCA. Rabies control measures are described in 50-23-101, MCA.

The state epidemiologist receives information from and provides technical assistance to private and local public health care providers. Many of the program activities are conducted cooperatively with other department programs. The department's relationship with local boards of health and local health officers is defined in Title 50, Chapters 1 and 2, MCA.

The state epidemiologist is a full-time position, supported with state general funds. The general power and duties of the Epidemiology/Communicable Disease Program are outlined in 50-1-202, MCA. When public health laws are violated, enforcement measures are defined and authorized in 50-1-103, MCA. Other regulatory activities are described in 50-1-204, 206, MCA. Communicable disease control activities are explained in detail in ARM 16.24.215, ARM 16.28.101 and ARM 16.29.101.

STD/AIDS Program
Cogswell Building, Room C314, Phone: 444-3565

The STD/AIDS Program consists of two separate program components. The AIDS Program is dedicated to preventing the transmission of the Human Immunodeficiency Virus (HIV), reducing associated morbidity and mortality and ensuring a continuity and coordination of care of those infected with HIV. The STD Program works to reduce the spread of sexually transmitted diseases.

The HIV/AIDS reduction effort is accomplished through community health

education, public information campaigns, testing, counseling, referral, early intervention services, partner notification of potentially infected persons, ensuring safe blood supplies in the state, surveillance and reporting of AIDS cases. Funding support is provided to statewide minority organizations that are disproportionately affected by the HIV epidemic and to a variety of community-based organizations.

All newborn babies in Montana have been tested for the presence of HIV antibodies since 1989, provided the testing does not interfere with routine metabolic screening. A positive test reflects HIV infection in the mother, although not necessarily in the infant. Test results are not linked to the identity of either the mother or the baby, but are used only for surveillance purposes. AIDS knowledge, attitude, belief and behavior surveys are done to assess the knowledge of youth, teachers, health care workers, administrators, women of childbearing age, populations at increased risk and the general public.

Other services available through the AIDS Program are a toll-free hotline (1-800-233-MONT, 1-800-233-6668), and a continuum of services funded by the federal Health Resources and Services Administration through the Ryan White Comprehensive AIDS Resources Emergency Act. These services include home-based health care, insurance continuation payments, AIDS drug reimbursement and a variety of social/medical services provided through several regional organizations. The program is advised by the DHES AIDS Advisory Council and the AIDS Program Review Panel.

Both the AIDS and the STD programs work extensively at the local level throughout the state in their surveillance and educational activities. Local health departments, health agencies and health care providers receive technical assistance and professional training from the STD/AIDS Program. A resource library with books, videos, curriculum guides and pamphlets available on loan at no charge, is maintained by the program. The program also publishes and distributes information for the general public.

The STD Program serves as a central office for technical and professional assistance to 16 STD clinics in Montana. Additionally, family planning clinics,

Indian Health Service Units, Job Corps Centers and others use the services available through the STD Program. In addition to disease prevention and intervention, the program compiles statewide data and monitors trends of STDs based on the information reported from the local agencies, laboratories and physicians. Any information relating to infected persons is confidential.

The STD/AIDS Program is authorized and described in 50-18-102 and 103, MCA. Staffing includes a program manager, program officer, two public health educators, a field health officer, a surveillance coordinator and three support personnel. A microbiologist position is also funded for laboratory testing. The program is funded through the U.S. Department of Health and Human Services.

Immunization Program

Cogswell Building, Room C303, Phone: 444-5580

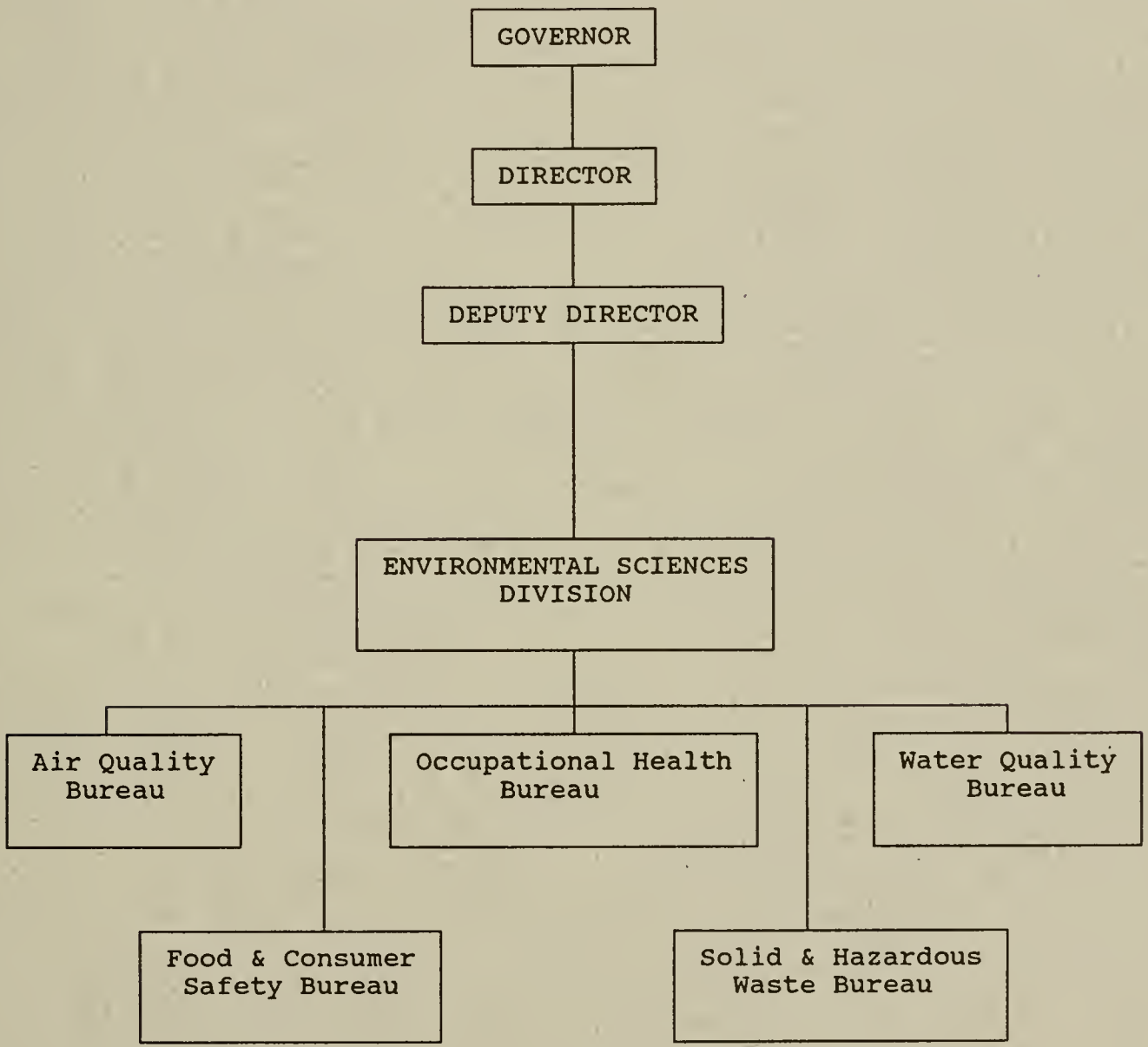
The Immunization Program's activities are focused on reducing the transmission of diseases which are preventable through vaccination, including measles, rubella, mumps, hepatitis B, polio, diphtheria, pertussis, tetanus and Hib (a major cause of meningitis in children). In addition to supplying vaccine to 89 public clinics, the program develops and monitors standards for vaccine use.

Immunization Program staff confidentially investigate suspected and confirmed disease situations as they are reported. Certain disease reports, including rabies and measles, are responded to 24 hours a day by staff who are on call. Consultation is provided to ensure timely and proper treatment, vaccination, testing and when necessary, isolation of infected or non-immune persons from high-risk disease settings. The program monitors immunization levels in all groups, including adults, children and health care workers; enforces communicable disease and immunization requirements in schools and day care centers; ensures adequate vaccine delivery systems exist; and educates Montanans about vaccines and vaccine-preventable disease.

Staffed by a program manager, three field health officers, a nurse consultant and one support person, who also work in general communicable disease control, the

Immunization Program is primarily federally-funded with some state general fund support.

ENVIRONMENTAL SCIENCES DIVISION



ENVIRONMENTAL SCIENCES DIVISION

Cogswell Building, Room A107, Phone: 444-3948

The goal of the Environmental Sciences Division (ESD) is to ensure a safe and healthful environment in Montana.

A division administrator manages and coordinates department environmental health programs. The administrator also acts as an advisor in designing and implementing DHES policy and works closely with other state, local and federal agencies, particularly the U.S. Environmental Protection Agency (EPA).

Division staff review environmental impact statements and assessments; coordinate and prepare technical and administrative reports; and coordinate the department's hazardous response notification program. An administrative officer and an administrative secretary aid in performing the duties of the division office. The administrative officer is also the environmental coordinator for the division.

The ESD includes the following bureaus: Air Quality, Food and Consumer Safety, Occupational Health, Solid and Hazardous Waste and Water Quality. The Water Quality, Air Quality, and Food and Consumer Safety bureaus have representatives in the department's branch office in Billings.

When the DHES is the lead agency in preparing an environmental impact statement (EIS) and the responsibility falls in the ESD, the bureau having primary accountability for plan review or permit issuance prepares and circulates the EIS.

Each bureau has an enforcement coordinator who prepares preliminary documentation regarding violations of environmental health laws or regulations. Once validity and adequacy of the documentation are established, the file is sent to the department director and the Legal Unit for review and action.

The ESD publishes a handbook that summarizes its primary functions and responsibilities and includes a complete list of administrative rules and statutory

citations that define and authorize its activities. Because the list is so extensive, only condensed references are provided in the following discussion. However, the ESD handbook is updated periodically and is available through the ESD office by calling 444-3948.

AIR QUALITY BUREAU

Cogswell Building, Room A116, Phone: 444-3454

The Air Quality Bureau (AQB) is responsible for implementing both the Montana Clean Air Act (75-2-101, et seq.) and the federal Clean Air Act (42 USC 7401, et seq.). With the passage of the federal Clean Air Act Amendments of 1990, the scope of the air quality program has expanded significantly. Both the federal and state laws require the DHES to maintain air quality levels in the outdoor atmosphere that are considered safe to public health and welfare. The tasks necessary to accomplish this goal include: facility permit reviews, source inspections, enforcement of air quality regulations, ambient air quality monitoring, development of the State Implementation Plan, air quality research, complaint investigations, and providing technical assistance and information.

Administrative rules adopted by the Montana Board of Health and Environmental Sciences (MBHES) and implemented by the AQB, define air quality procedures and standards, permitting procedures for air contaminant sources and emission standards (ARM 16.8). The MBHES has delegated authority to seven Montana counties to operate local air pollution control programs. The state provides grant funds and general oversight, as well as retaining review of major industrial operations for these counties.

Staffed by a bureau chief, 25 environmental professionals, an attorney and four administrative staff, the bureau includes the Compliance and Enforcement, Operations, Air Toxics and Planning, and Permitting sections. The bureau is funded by a combination of federal grant, state general fund and special revenue (permit fee) dollars.

Compliance and Enforcement Section

Cogswell Building, Room A116, Phone: 444-3454

Activities necessary to enforce the provisions of the state and federal Clean Air acts are carried out through the Compliance and Enforcement Section. These

include source inspections, smoke management and open burning control, complaint investigation, enforcement and emission inventory.

A program of scheduled inspections for regulated facilities is conducted to ensure continued compliance with air quality standards. When violations of air pollution regulations are identified, appropriate enforcement actions are taken.

Each year, AQB staff compile an inventory of air pollutants emitted by regulated sources.

Operations Section
Cogswell Building, Room A116, Phone: 444-3454

The Operations Section collects and processes air quality data; monitors and calibrates monitoring equipment; coordinates laboratory analyses; provides meteorological and dispersion modeling services; and supports the computer network in the AQB. Ambient air quality is monitored by the section at 44 sites across the state.

Air Toxics and Planning Section
Cogswell Building, Room A116, Phone: 444-3454

The Air Toxics and Planning Section updates and revises the State Implementation Plan; performs non-attainment studies to determine the sources of pollutants that are violating health-based ambient air quality standards; develops programs regulating air toxics; and deals with wood stove standards and associated problems.

In cooperation with local agencies, communities and affected facilities, the section develops strategies to bring areas out of compliance with air quality standards to levels considered safe. These strategies are compiled, written into enforceable regulations and requirements, and submitted to the EPA for approval and adoption

into the State Implementation Plan. The State Implementation Plan includes all of the regulations and policies that make up the state's air pollution control plan.

Permitting Section
Cogswell Building, Room A116, Phone: 444-3454

The two main activities of the Permitting Section are: review and permitting of new and modified sources of air pollution, and development of a new operating permit program to meet the requirements of the Clean Air Act Amendments of 1990. By reviewing sources before facilities are constructed or modified, the AQB can assure that all applicable air pollution regulations will be met. In addition, a new operating permit will be required for all major industries in the state. It will assure that a facility will continue to operate in compliance with all applicable laws and regulations. The operating permit will be updated periodically to address new regulations, thereby keeping all air quality requirements in a single document.

This section also administers a permit fee program to fund activities in both the Permitting Section and the Compliance and Enforcement Section.

FOOD AND CONSUMER SAFETY BUREAU

Cogswell Building, Room A104, Phone: 444-2408

The Food and Consumer Safety Bureau (FCSB) issues licenses to food establishments, public accommodations including bed and breakfast facilities and retirement homes, public swimming pools and spas, trailer courts, campgrounds and septic tank pumpers. The FCSB provides training and support services to local health inspectors and sanitarians; provides public information; promotes and assists local agencies in environmental health programs and health standards; and develops continuing education programs. Rules administered by this bureau are in ARM 16.10. The bureau includes six sections and the Special Programs Unit.

The FCSB is staffed with a bureau chief, six public health sanitarian consultants and a technical support position. The bureau is funded with state general and special revenue funds. Grants funded by license fees from food establishments are issued by the FCSB to local boards of health.

Food, Drug and Cosmetics Section

Cogswell Building, Room A104, Phone: 444-2408

The Food, Drug and Cosmetics Section deals with consumer protection and manufactured products (50-31-101, 50-34-101, MCA). Packaging and labeling, product adulteration and misbranding of products are concerns of the section. Duties include inspection of food manufacturers, complaint investigations and product recalls. Section activities are coordinated with the federal Food and Drug Administration (FDA) and the United States Department of Agriculture (USDA).

Food Establishment Section

Cogswell Building, Room A104, Phone: 444-2408

The Food Establishment Section maintains jurisdiction over all food-serving establishments, including bars, taverns, lounges, food processors, food

distributors and food retailing establishments. Main activities of the section include review of establishment plans, including remodeling and construction plans, equipment lists and menus; complaint investigations; consultation and inspections; and local sanitarian training and enforcement actions (50-50-101, MCA). This section also evaluates local health agency food protection programs.

Public Housing, Schools and Institutions Section
Cogswell Building, Room A104, Phone 444-2408

The Public Housing, Schools and Institutions Section provides services for lodging facilities (50-51-101, MCA) and schools (50-1-203, MCA) that are similar to those provided to food-serving establishments by the Food Establishment Section. Additionally, non-medical state institutions, migrant worker housing, community homes for the developmentally disabled (53-20-305, 307, MCA), retirement homes and child care centers (53-4-504, 506, MCA) are within the jurisdiction of this section.

Vector Control Section
Cogswell Building, Room A104, Phone: 444-2408

The Vector Control Section's primary functions are surveillance and investigation of situations involving mosquitoes or other insects or rodents, where communities or food may be affected (7-22-2403, 2418, 80-8-201, MCA). Additional duties include pesticide surveillance, new product evaluations, laboratory services for local areas, mosquito control training and registration reviews to meet special local needs. Vector-borne disease and pest-related trauma are also investigated.

Trailer Court/Campground, Spa and Swimming Pool Section
Cogswell Building, Room A104, Phone: 444-2408

The Trailer Court/Campground, Spa and Swimming Pool Section has duties similar to those of the Food Establishment Service and Public Housing sections, but with

respect to trailer courts, mobile home parks, work and youth camps, public swimming pools and bathing areas (50-52-101, 50-53-101, MCA).

Licensing Administration Section
Cogswell Building, Room A104, Phone: 444-2408

The Licensing Administration Section's activities include oversight of new establishments' licensure, license renewal, delinquent license investigation, central management of bureau licensing and administration of the local board inspection fund account.

Special Programs
Cogswell Building, Room A104, Phone: 444-2408

The Special Programs Unit has responsibilities in the following areas: consumer product safety (50-30-101, MCA); the Montana Clean Indoor Air Act (50-40-101, MCA); jails; upholstered product labeling (50-36-101, MCA); and cesspool, septic tank and privy cleaner licensing (37-41-101, MCA). Complaint investigation, consultation, product monitoring and consumer hazard alerts are conducted by the unit.

OCCUPATIONAL HEALTH BUREAU

Cogswell Building, Room B201, Phone: 444-3671

The Occupational Health Bureau (OHB) administers the Industrial Hygiene, Radiation Control and Asbestos Control sections.

The OHB is staffed with a bureau chief, a health physicist, an industrial hygienist, two environmental specialists and one staff support person. Activities are funded with state general funds and state special revenue funds generated through asbestos control fees.

The bureau provides information, testing and other assistance to the public and state and local governments when requested. Also, the OHB provides staff to speak on bureau activities and related issues.

Industrial Hygiene Section

Cogswell Building, Room B201 Phone: 444-3671

Main functions of the Industrial Hygiene Section include inspections, laboratory sampling and analysis, complaint investigation and emergency response to incidents involving hazardous or toxic materials in the workplace (50-70-101, MCA). Additionally, studies are conducted to assess exposure to hazardous conditions or materials. Industrial hygiene rules are located in ARM 16.42.

Radiation Section

Cogswell Building, Room B201, Phone: 444-3671

The Nuclear Regulation Act (75-3-101, MCA) provides for several Radiation Section activities to ensure human safety in regard to radioactive materials. Specifically, the section inspects approximately 2,000 X-ray units for safety, calibration and quality assurance; conducts special studies to determine health risks from naturally-occurring and technologically-enhanced radionuclides; provides

technical and safety assistance to users of radiation and radioactive materials; and responds to emergency situations involving radioactive materials. The section also conducts surveillance of food, water, soil, air, milk and fallout, and provides laboratory services for sampling and analysis of suspected radioactive contaminated material. Administrative rules with respect to radiation control are found in ARM 16.40.

Asbestos Section

Cogswell Building, Room B201, Phone: 444-3671

The Asbestos Section provides for accreditation of asbestos inspectors, management planners, contractors, supervisors and workers. The Asbestos Section issues certificates of accreditation in asbestos-related occupations and asbestos training courses, and issues and administers asbestos abatement project permits. Statutory authority for asbestos programs is found in the Asbestos Control Act (75-2-501, MCA). Additionally, National Emission Standards for Hazardous Air Pollutants (NESHAPS) notifications and inspections are conducted by the section. This is on a trial basis, but is expected to become a permanent situation. Statutory authority for NESHAPS is found in the Clean Air Act (75-2-101, MCA).

SOLID AND HAZARDOUS WASTE BUREAU

836 Front Street, Phone: 444-1430

The Solid and Hazardous Waste Bureau (SHWB) administers environmental health protection programs in the state and manages and coordinates programs that include local, state, federal and public involvement in air, water and hazardous waste issues.

Included in the SHWB are the Superfund Section, the Waste Management Section and the Underground Storage Tank Section. Administrative rules pertaining to solid and hazardous wastes are in ARM 16.14 and ARM 16.44, respectively.

The SHWB staff includes a bureau chief, 57 professional/technical personnel, 18 support staff and six attorneys.

Superfund Section

616 Helena Ave., Phone: 449-4067

The U.S. Congress passed the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), commonly referred to as the Superfund Law, in 1980. CERCLA imposes a tax on the chemical and petroleum industry. This tax money created the fund to be used to investigate and clean up hazardous substances which threaten public health and the environment.

The law requires responsible parties to investigate and clean up sites under federal and state government direction. The EPA is the federal agency that administers Superfund; DHES is the state agency that administers the law through the Superfund Section of the SHWB.

If a party is recalcitrant, the government can investigate and clean up the sites involved and require the responsible parties to pay two or three times the costs incurred. If no viable responsible parties exist for a site, EPA or DHES investigate and clean up the sites using federal and state Superfund money.

After the passage of CERCLA, EPA developed a numerical ranking system called the Hazard Ranking System (HRS). Sites are addressed according to the severity of contamination problems and the impact of contamination problems on public health and the environment. Sites are investigated under the federal pre-remedial process that involves collecting the data needed to determine an HRS score for the site. Sites receiving a score of at least 28.5 are proposed to be added to the National Priorities List (NPL) of Superfund sites. All NPL sites are eligible for federal funding.

In Montana there are eight NPL Superfund sites. The NPL sites in Montana are primarily related to mining, smelting and wood-treating operations. The Clark Fork River Basin contains four major sites: Silver Bow Creek/Butte Addition, Montana Pole, Anaconda Smelter and Milltown Reservoir. The others are the East Helena Smelter, Idaho Pole (Bozeman), Libby Groundwater and Mouat Chromium Refinery (Columbus). At each site, either the DHES or EPA has primary responsibility, while the other agency assumes a support role.

Not all contamination sites in Montana score high enough to be NPL sites. In fact, most sites don't because of the rural nature of Montana. There are over 250 sites in the state not eligible for federal Superfund funding.

In 1985 the Montana Legislature passed the Environmental Quality Protection Fund Act (75-10-701 et seq., MCA). This Act created a legal mechanism for DHES to investigate and clean up, or require responsible parties to investigate and clean up, all hazardous substance sites in Montana which are not on the NPL. The act also established the Environmental Quality Protection Fund (EQPF) in which all penalties and costs recovered pursuant to the EQPF Act are deposited. The EQPF can only be used to fund activities relating to the release of a hazardous substance.

The 1987 Montana Legislature passed a bill creating a delayed funding mechanism that appropriated Resource Indemnity Trust Funds (RIT) funds for DHES activities at non-NPL sites (15-38-202, MCA). This money is deposited in the EQPF.

In 1989 the Montana Legislature significantly amended the EQPF Act, changing its name to the Montana Comprehensive Environmental Cleanup and Responsibility Act (CECRA) and providing DHES with similar authorities as provided under the federal Superfund Act (CERCLA).

The main goal of the Superfund Section is cleanup. Determining when a site is clean is crucial to successful remediation. The technical and legal problems in selecting and designing an appropriate cleanup method have contributed to delays in cleanup at Superfund sites. The emphasis of CERCLA and CECRA on cost effective, permanent solutions, instead of conventional land disposal, mandates that long-term remedies which reduce the mobility, toxicity and volume of the hazardous materials be selected whenever possible.

Waste Management Section
836 Front St., Phone: 444-1340

The Waste Management Section includes the Hazardous Waste Regulatory, Hazardous Waste Facility Management, Solid Waste and Junk Vehicle units.

The Hazardous Waste Regulatory Unit and the Hazardous Waste Facility Management Unit enforce the Montana Hazardous Waste and Underground Storage Tank Act (75-10-401, MCA). The Hazardous Waste Regulatory Unit insures the proper management of hazardous waste from the point of generation to the point of final disposition. Activities include inspections of hazardous waste generators and transporters, sampling of hazardous waste sites, providing technical assistance and waste minimization consultation to regulated communities and response to emergency situations involving the accidental release of hazardous materials.

Persons who treat, store or dispose of hazardous waste must obtain a permit through the Hazardous Waste Facility Management Unit. Unit staff review permit applications, write permits, investigate site conditions and problems, oversee corrective actions and initiate enforcement responses. The hazardous waste units are primarily funded by the EPA. State matching funds are provided through

interest earned from state RIT funds.

The Montana Solid Waste Management Act (75-10-201, MCA) mandates the regulation of solid waste disposal. Municipal sanitary landfills are the main solid waste disposal areas in Montana. Site approval, licensing and inspection of disposal areas are conducted by the Solid Waste Unit. The unit enforces regulations, classifies disposal areas, acts on complaints, offers technical assistance to operators and monitors ground water.

The unit also provides assistance in carrying out the provisions of the Refuse Disposal District Act (7-13-201, MCA). Accordingly, county governments wishing to create districts for the financing and management of solid waste disposal are offered technical assistance by the unit.

A state solid waste plan is being developed by the unit and will address statewide recycling issues. The Solid Waste Unit is supported by the state general fund and by solid waste fees.

The Motor Vehicle Recycling and Disposal Act (75-10-501, MCA) created a regulatory program that controls the disposal and shielding of junk motor vehicles. The act is administered by the Junk Vehicle Unit and provides that the DHES require licensing of anyone with four or more junk vehicles. According to the act, junk vehicles must be screened from public view. The act also authorizes the DHES to: issue annual grants to counties to finance the collection of junk vehicles; conduct enforcement and inspection activities; and establish and maintain junk vehicle graveyards.

The unit is also involved in crushing and recycling junk vehicles. The Junk Vehicle Unit is funded with fees collected from auto licensing, title transfers and licensing of auto wrecking and auto crushing facilities.

Underground Storage Tank Section
836 Front St., Phone: 444-5970

The Underground Storage Tank (UST) Section administers underground tank legislation. The Montana Underground Storage Tank Installer Permitting and Licensing Act (75-11-201, MCA) requires the DHES to license UST installers and removers, establish requirements for UST inspectors and issue permits for UST installations, repairs and removals. The section includes the Leak Prevention Program Unit and the Corrective Action Program Unit.

The Leak Prevention Program Unit identifies and records underground storage tank owners and locations; enforces underground tank design and construction standards, and detection requirements; and is responsible for financial and inventory record keeping requirements. The unit licenses UST installers, removers and inspectors. Licensing requires the applicant to pass a written exam and provide documentation of UST experience. Licenses are valid for three years and are renewed annually. During the license period, 16 credit hours of continuing education must be obtained by attending DHES approved training courses.

An underground storage tank owner or operator may use a licensed installer or remover for tank work or may perform his or her own work if it is inspected by a licensed UST inspector. Regardless of who conducts the work, a tank owner or operator must obtain a permit.

Section 16-45-1004 ARM allows the Leak Prevention Program Unit to designate Local Government Units (LGUs) to operate portions of the UST program within their jurisdictions. An LGU, usually a city or county agency, can conduct inspections and enforcement actions on behalf of the DHES and is reimbursed for these services. Licensed UST inspectors are required to be either employees or contractors of an LGU.

The Corrective Action Program Unit investigates leaking tank complaints and mitigates vapor and ground water impacts of leaking tanks. Corrective action of leaks from underground tanks is required by the unit. The unit provides the state with leak response capability, conducts site investigations, issues corrective

action orders, requires or conducts cleanup activities and emergency responses and recovers public costs at sites contaminated by leaking underground petroleum and chemical storage tanks. The unit works with the Petroleum Tank Release Compensation Board which is authorized to reimburse tank owners' costs of cleanup and third party damages.

The Underground Petroleum Storage Tank Section is funded with a mixture of EPA, RIT and state special revenue funds.

WATER QUALITY BUREAU

Cogswell Building, Room A206, Phone: 444-2406

The Water Quality Bureau (WQB) manages programs to protect the quality of Montana's water resources. Statutory authority for water quality programs is in the environmental protection laws (Title 75, MCA). Additionally, the federal Clean Water and Safe Drinking Water acts provide for federal participation in, and financial support of, the state's programs to protect and manage the quality of water.

Administrative rules that apply to WQB activities are in ARM 16.16, ARM 16.18 and ARM 16.20. The bureau receives advisory support from the Water Pollution Control Advisory Council and the Water and Wastewater Operator Certification Advisory Council. The WQB also works with the Food and Consumer Safety Bureau on issues related to water quality in tourist campgrounds and schoolhouses.

The WQB includes the Drinking Water/Subdivision, Municipal Wastewater Assistance, Permits/Ground Water, Ecosystems Management, Technical Studies and Support and Enforcement and Legal Support sections. In addition to a bureau chief, the WQB is staffed by 49 environmental professionals, 10 administrative support staff, a financial officer, six data management professionals and two lawyers.

Drinking Water/Subdivision Section

Cogswell Building, Room A201, Phone: 444-4549

The Drinking Water/Subdivision Section includes the Municipal Water Supply, Subdivision Review and Water and Wastewater Operator Certification units.

The Municipal Water Supply Unit administers state laws regarding public water supplies and the federal Safe Drinking Water Act. The unit reviews plans for public water and sewer systems, and inspects and controls the quality of over

2,100 public water supplies in the state. Additionally, staff provide training and assistance to certified water and wastewater treatment operators; technical assistance to owners of private wells; and consultation to the Board of Plumbers and Board of Water Well Contractors. The Municipal Water Supply Unit is funded through a combination of state RIT and federal EPA funds.

The Subdivision Review Unit administers the application and plan review process for water supply, sewage disposal, solid waste disposal and storm drainage aspects of subdivision projects. The section provides consultation and training to local health departments that assist in the review and inspection process. These activities are funded with state general funds. Fees charged for review of subdivision plans revert to the general fund.

The Water and Wastewater Operator Certification Unit administers the licensing and testing of water supply and wastewater treatment plant operators, publishes and distributes training materials and offers continuing education credit for certified operators. The section assures that approximately 1,200 water supply and wastewater treatment plant operators are in compliance with applicable laws and regulations (37-42-301, MCA). Funding is secured through the collection of license and examination fees.

Municipal Wastewater Assistance Section
Cogswell Building, Room A206, Phone: 444-2478

The Municipal Wastewater Assistance Section provides financial and technical assistance to municipalities for the construction of sewage treatment facilities. The section determines project priority ranking, monitors projects, reviews plans, trains operators and inspects facilities. Also, the section administers the State Wastewater Treatment Revolving Loan Program which is slated to replace the current federal grant program. Statewide and on-site training for environmental professionals who operate and manage wastewater facilities is conducted by the section.

Permits/Ground Water Section
Cogswell Building, Room A206, Phone: 444-5329

The Permits/Ground Water Section issues surface and ground water waste discharge permits, reviews proposed development plans for water quality standards and complaints, monitors discharger compliance, investigates complaints of water quality violations and responds to hazardous material spill emergencies. The section also regulates uranium solution mining, works with the Solid & Hazardous Waste Bureau on the underground petroleum storage tank program and monitors water quality as it is affected by waste discharge. This section is funded by federal and RIT funds.

Ecosystems Management Section
Cogswell Building, Room A206, Phone: 444-4643

The Ecosystems Management Section administers two programs: 1) surface water quality monitoring, assessment and planning, and 2) nonpoint source pollution control. The federal Clean Water Act provides funds to prepare assessments of nonpoint source problems and proceed with cleanup plans in problem areas. The section is 88 percent federally funded and 12 percent state RIT funded.

Technical Studies and Support Section
Cogswell Building, Room A206, Phone: 444-2406

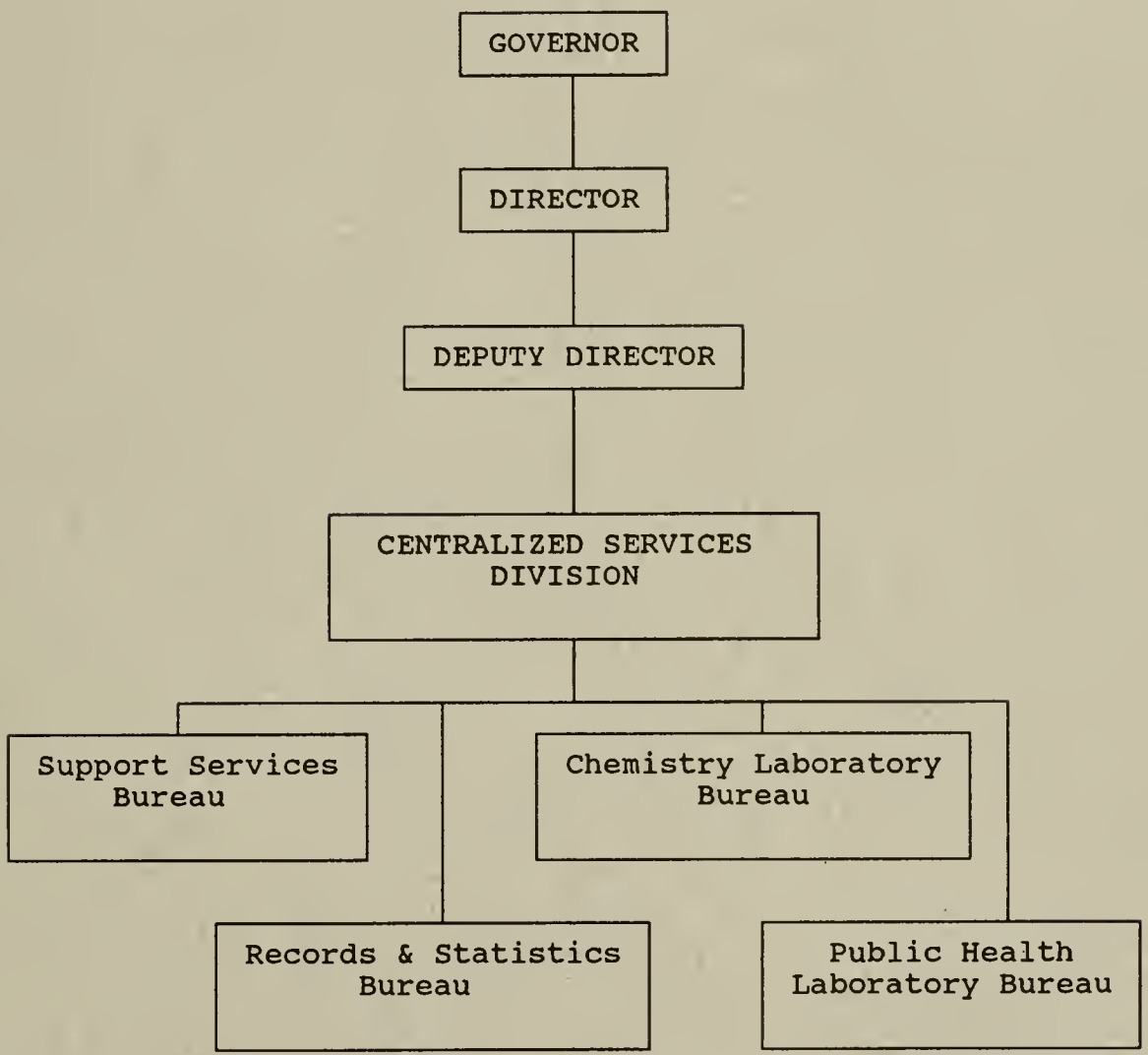
The Technical Studies and Support Section writes environmental impact studies, develops water quality standards and provides data processing services for the bureau. Special studies are conducted by the section, including agricultural water monitoring and studies regarding problems on the Clark Fork River. Activities are funded by state general and special revenue funds and federal funds.

Enforcement and Legal Support Section

Cogswell Building, Room A206, Phone: 444-2406

The Enforcement and Legal Support Section investigates complaints and organizes and manages formal enforcement actions. The section also provides consultation on legislative issues and the drafting of administrative rules.

CENTRALIZED SERVICES DIVISION



CENTRALIZED SERVICES DIVISION

Cogswell Building, Room C123, Phone: 444-2442

The Centralized Services Division (CSD) is responsible for vital statistics records, laboratory analysis, financial reporting, budgeting, accounting and general support functions of the department. A division administrator is responsible for overall operations, establishing goals and objectives for the division and review and approval of department contracts and grants. The administrator reports on the status of its work to the department director, governor, legislators, federal officials and the general public.

The administrator also serves as an advisor in formulating and implementing department policy. An administrative secretary aids in discharging the functions of the CSD administrator's office. The division includes the Support Services Bureau (SSB), Records and Statistics Bureau (RSB), Chemistry Laboratory Bureau (CLB) and Public Health Laboratory Bureau (PHLB).

Primary funding sources for the division are indirect costs and fees for laboratory services. Funding is also provided from the state general fund and federal grants.

SUPPORT SERVICES BUREAU

Cogswell Building, Room C123, Phone: 444-2442

The Support Services Bureau (SSB) provides financial, purchasing, data processing, auditing, and word processing services to the entire department. In addition, the bureau maintains a film library for use by department staff and the general public.

The Financial Unit of the SSB is responsible for maintaining the Department's accounting system, receipting cash, paying claims, producing accounts receivable statements, reviewing federal grant proposals, assembling federal grant reports and establishing and maintaining agency budgets.

The Purchasing Unit is responsible for procuring all supplies, materials, equipment and maintenance. In addition to processing mail and freight, the unit mantains a film library for use by department staff and the general public.

Responsible for developing and maintaining the department's computer network, staff of the Data Processing Unit may also be available to assist with computer programming needs.

The Word Processing Unit provides assistance to department staff in producing large documents and processing overflow work. Word processing staff also provide consultation on the use of word processing software to department staff.

Finally, the bureau has an auditing function that ensures state and federal grant requirements are met internally and by sub-grantees.

The SSB is funded by indirect costs assessed to department programs. There are 19 support and professional personnel that serve under a bureau chief.

RECORDS AND STATISTICS BUREAU

Cogswell Building, Room C118, Phone: 444-4228

The Records and Statistics Bureau (RSB) operates Montana's Vital Statistics System, authorized in 50-15-102, MCA, and the state Tumor Registry, authorized in 50-15-705, MCA.

The primary functions of the Vital Statistics System are: to ensure complete and legal registration of births, deaths and fetal deaths in Montana. The system is charged with protecting and maintaining records of births, adoptions, deaths and fetal deaths, as well as issuing certified copies of these records. Clerks of 56 district courts, 58 local registrars and private health care facilities report marriages, divorces and other vital data to the RSB. The bureau is responsible for ensuring the accuracy and completeness of this information. Additionally, the Vital Statistics System transmits statistical records of birth, death, fetal death, marriage, divorce and induced abortion to the National Center for Health Statistics and provides statistical summaries to anyone requesting information from the vital records.

The Montana Central Tumor Registry provides statewide cancer data for use in studying survival rates, occurrence rates, diagnostic determinations and treatment methods. A registry of cancer patients who are diagnosed and/or treated in Montana for reportable cancers is maintained, including a system of patient follow-up and record updating. The tumor registry supervises all hospitals and independent laboratories in their reporting responsibilities for cancer patients.

The bureau publishes an annual vital statistics summary report and provides statistical support to other programs in the department. The bureau is funded with a combination of state general funds, federal funds and revenue generated from fees for records services. The bureau has three statisticians, one research specialist, one medical records administrator and 12 support personnel that serve under a bureau chief.

CHEMISTRY LABORATORY BUREAU

Cogswell Building, Room B216, Phone: 444-2642

The Chemistry Laboratory Bureau (CLB) provides analytical and consultation services to programs in the department, other state agencies and the public. The CLB is primarily an environmental analysis facility and is tied closely to the following federal laws and their state counterparts: Safe Drinking Water Act; Clean Water Act; Clean Air Act; Resources Conservation and Recovery Act; and Food, Drug, and Cosmetics Act.

Water testing and analysis is conducted by the bureau for determination of concentrations of metals, organic and inorganic compounds in drinking water, wastewater, and surface and groundwater. Analyses are conducted for the DHES Water Quality and Hazardous and Solid Waste bureaus, the Fish, Wildlife and Parks Department and the Environmental Protection Agency. Private water samples are also analyzed for a fee.

Air and air-related testing to determine the presence of metals, organic or inorganic compounds and particulates is another function of the CLB. This testing is mainly conducted for the DHES Air Quality and Occupational Health bureaus.

The CLB tests wastes for the Solid and Hazardous Waste Bureau. Materials are tested for metals and organic compounds to determine if they should be classified as hazardous. Additional testing and analyses are conducted for the DHES Food and Consumer Safety Bureau to determine the presence of possible adulterants in food and commercial products; and for the DHES Occupational Health Bureau for the presence of toxic metals or organic compounds in body fluids.

The bureau assists in activities of the Wastewater Laboratory School in Havre. Technical assistance is available to any laboratory in the state involved in environmental monitoring.

The CLB is funded with fees for services and state general funds. Serving with

the bureau chief are five chemists, one laboratory technician and an information systems specialist.

PUBLIC HEALTH LABORATORY BUREAU

Cogswell Building, Room B132, Phone: 444-3444

The Public Health Laboratory Bureau (PHLB) provides a variety of laboratory-related services to department programs, hospitals, physicians, and public health facilities throughout Montana. Water testing can be conducted for the public through this bureau. Otherwise, testing is authorized through a physician.

The bureau conducts testing and consultation services for the department's communicable disease and environmental programs; assists in the investigations of disease outbreaks; and performs metabolic testing for each newborn child in the state, including tests for phenylketonuria (PKU), galactosemia and congenital hypothyroidism.

Additionally, the bureau analyzes drinking water for potability; certifies laboratories that perform microbiological analysis of drinking water; provides prenatal and premarital serologies; registers clinical laboratory personnel statewide; and serves as a reference laboratory for other organizations.

Consultation and training for laboratory personnel and public health agencies is provided by bureau staff. The PHLB is also involved in a national training network with the Centers for Disease Control. As required by the Clinical Laboratory Improvement Act, the PHLB is licensed through the Health Care Financing Administration.

Working with the bureau chief are 13 microbiologists and five support personnel. The bureau is funded with a mixture of state general funds, federal funds and revenue collected for laboratory services.

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